

Fanshawe College

## FIRST: Fanshawe Innovation, Research, Scholarship, Teaching

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Documentation (Approvals etc...)

Law Clerk

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2011

### LCK1 Curriculum Modification for 2012-13

Fanshawe College

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## PROGRAM/CURRICULUM "RATIONALE FOR CHANGES"

RECEIVED

DEC 01 2011

REGISTRAR

All requests for changes to programs of instruction must be submitted to the Registrar's Office by December 1st each year for changes to be implemented for the following September intake. All changes require the approval of the Dean and possibly the VPA's Office, if significant.

REMINDER: We need to ensure that changes are made properly and in a timely manner to: maximize student success; optimize employment preparation; meet all quality and integrity responsibilities to MTCU, PQAPA and our Board of Governors; and meet community expectations.

- The **Program/Curriculum "Rationale for Changes"** should be completed using this template and all areas must be completed. An electronic copy of this document should be submitted to the Registrar's Office.
- The Dean/Chair responsible for the program should consult with other affected schools and obtain the appropriate sign-offs on a paper copy of this document. Once all consultations and sign-offs have occurred, the paper copy should be submitted to the RO
- Course Request Forms must also be submitted electronically to Strategy and Planning for all new courses. These will be forwarded to Scheduling following approval of the changes by the Dean and possibly the VPA's Office.

### 1.0 Program Requiring Changes

Program Title:	LAW CLERK	
Program Alpha & Number:	LCK1	
Effective Catalog Year:	2012/13	

*Please answer each of the questions below, if applicable. Missing or incomplete information may delay approval and/or implementation of the proposed changes.*

### 2.0 Rationale for Changes

#### 2.01 Provide a brief description of the reasons for the proposed changes.

Based on student, faculty and employer feedback it was decided that our Program required more corporate and commercial law in our curriculum (primarily in the commercial transactions area) and that the demand and market for the knowledge and skills to be provided via the new course was much greater than the market for students with knowledge and skills obtained via the existing Criminal Law course. As a result, we require a new course code to reflect the nature of the substantive change to the content being delivered. The overall hours for the course and our Program will not change. Currently, our Program is scheduled to go through a full review which will include a review, feedback and potentially change re: Program fit and mapping.

## 2.02 Students

- Are changes a response to student feedback? Or our Programs Data Report - Weak Factors? (summarize how changes address this issue)

Our graduates tell us the knowledge and skills they obtained from our current Criminal Law course are not in demand nor are they being put to use in the legal environments in which they are obtaining employment. Our proposed course attempts to address these issues by providing our students with exposure to some common commercial transactions that build on the corporate and commercial knowledge they are given in earlier courses in our Program and are useful in the broader corporate/commercial practice area.

- How will changes affect student learning and success? (describe evidence to support this)

We anticipate student learning to be unaffected though we may see lower grades as a result of the more advanced concepts and knowledge required to conduct the various commercial transactions we will be covering.

- How will changes affect cost of the program for students? (e.g., materials fees; equipment fees - laptop program; OSAP implications)

There will be no direct cost impact as the total hours for the proposed new course are equal to those of the old Criminal Law Course it will be replacing.

- How will changes affect the flow of the program?

There might be some students from older catalog years who might be affected if they require the old Criminal Law Course - we will need to deal with this from a course progression/completion perspective as they arise.

## 2.03 Relationship of Program to Industry

- How do changes reflect trends in the field or in industry? (Provide data regarding industry and/or professional trends.)

Law Clerk employers are requesting students with more training in and knowledge of commercial transactions and do not see value in continuing to offer Criminal Law.

## 2.04 Program Learning Outcomes

- How do the changes align with Ministry outcomes? (Provide a copy of the completed program map indicating gaps/overlaps that are being corrected)

The new course does align with the program standards. A complete mapping will be completed in early 2012 as part of the program review process.

## 2.05 Relationships with Other Fanshawe College Programs

- Is this course in a ladder program or part of any other Fanshawe College program?

No.

## 2.06 Relations with Other Post-Secondary Programs

- How will the changes affect transfer agreements with other post-secondary institutions?
- What discussions have been initiated with these institutions regarding the changes?

There will be no effect.

## **2.07 Changes on Fit of Program with general College Requirements for Programs**

- How do changes affect the fit of the program with the College's strategic plan, program mix, general education requirements, marketing?
- Are changes consistent with Colleges policies/practices? (Identify specific areas where policies/practices need to be altered if program changes approved.)

The new course will minimally impact the fit and marketing of the Program. There will be no impact on the general education requirements. The changes are consistent with the College's policies and practices.

## **3.0 Consultation Regarding Proposed Changes**

### **3.01 Consultation With Program Advisory Committee**

- Indicate feedback from the program advisory committee regarding the changes.

We anticipate getting feedback from our Program Advisory Committee as early as late January 2012 as part of our Curriculum Review process.

### **3.02 Consultation With Other Programs/Schools/Services**

- What programs/schools/services have been consulted?
- What feedback and suggestions have been offered through consultation?

No consultation was performed with other Programs, Schools or Services.

## **4.0 Resource Implications of Proposed Changes**

### **4.01 Staffing**

- Outline all staffing consequences, both for the program and related areas.

There may be staffing consequences - team teaching may be required and/or a new part-time faculty member with the appropriate knowledge and experience to teach the course may need to be retained.

### **4.02 Services**

- Outline all consequences on other areas.

There will be no effect.

### **4.03 Space or Technology Requirements**

- Outline how changes affect space and/or technology requirements.

It is anticipated this course will require use of a computer lab for some or all of its content (two to four hours a week). This will be an increase from the current course which required no computer lab time.

This course may also be a good candidate for online delivery in the future, in which case there would be no lab hour requirements except perhaps for final exam testing purposes.

#### 4.04 Budgetary Implications

- Outline budgetary implications (include consequences on other schools such as increase/decrease in teaching hours required)
- Outline changes to materials fees.

If existing faculty cannot be found to teach the course then a new contract for a part-time instructor will need to be put in place. There should be no change to materials fees.


**Approvals: Chair of School and Dean of Faculty; possibly VPA's Office, if significant**

☒ Approved

☐ Not Approved / Requires Changes

  
Chair of School/Campus (signature)

Nov. 28/11  
Date

  
Dean of Faculty (signature)

Nov. 30, 2011  
Date

Chair of Servicing School, if required (signature)

Date

Vice-President, Academic, if required (signature)

Date



# Degree Audit Report

RECEIVED

DEC 01 2011

REGISTRAR

Catalog: 2012/2013

Program: LCK1

Name: Law Clerk

Department: ITY - Information Technology

Academic Level: PS

CCD: 8 - 4AcadSem/1200-1400hrs

Grade Scheme: LG2

Major: LCK1 - Law Clerk

Div: ITY - Information Technology Division

Co-Op Indicator: Optional Co-op

## Academic Program Requirement

Total Credits: 83.00

Residency Reqmt: 21.00

GPA Requirement: 2.000

Residency Reqmt GPA: 2.000

Minimum Grade: D

## Academic Requirement: LCK1.12 Law Clerk

Major: LCK1

Grade Scheme: LG2

Minimum GPA: 2.000

Minimum Grade:

### Subrequirement: Level 1

Take all of the following Mandatory Courses:

Group 1

		Total Hours	Total Credits	GE
BUSI-1060	Strategies for Success	15.00	1.00	
COMP-1330	Computer Applications Law Clerk	42.00	3.00	
LAWS-1004	Introduction to Legal Materials	60.00	4.00	
LAWS-1007	Civil Procedure	60.00	4.00	
LAWS-1036	Torts & Contracts	60.00	4.00	

Group 2

TAKE WRIT-1032 OR WRIT-1034

		Total Hours	Total Credits	GE
WRIT-1032	Reason & Writing - Business 1	45.00	3.00	
WRIT-1034	Reason & Writing 1 - EAP	60.00	4.00	

### Subrequirement: Level 2

Take all of the following Mandatory Courses:

		Total Hours	Total Credits	GE
LAWS-1006	Introductory Estates	60.00	4.00	
LAWS-1008	Introduction to Real Estate	60.00	4.00	
<del>LAWS-1041</del>	<del>Creditors' Rights</del>	<del>45.00</del>	<del>3.00</del>	
LAWS-1012	Corporate Law	60.00	4.00	
COMM-3044	Prof. Communications for Law Clerks	45.00	3.00	
MGMT-3052	Understanding Workplace Behaviours	45.00	3.00	**

Delete

Add: LAWS-1010 Creditors' Rights 60.00 4.00

## Degree Audit Report

### Subrequirement: Level 3

Take all of the following Mandatory Courses:

#### Group 1

		Total Hours	Total Credits	GE
LAWS-3002	Advanced Estates	60.00	4.00	
LAWS-3006	Family Law	60.00	4.00	
LAWS-5006	Civil Procedure-Adv	45.00	3.00	
LAWS-1039	Real Estate Title Searching	60.00	4.00	
LAWS-1040	Legal Research & Writing	60.00	4.00	

#### Group 2

TAKE INSR-1006 OR FINA-3033

		Total Hours	Total Credits	GE
INSR-1006	Fundamentals of Insurance for Consumers	45.00	3.00	**
FINA-3033	Canadian Financial System	45.00	3.00	**

### Subrequirement: Level 4

Gen Ed - Take a 3 credit General Education elective course

Take all of the following Mandatory Courses:

<i>Add: LAWS-3052 Landlord and Tenant Law</i>		45.00	3.00	
		Total Hours	Total Credits	GE
ACCT-1083	Systems for the Modern Law Office	45.00	3.00	
<del>Delete</del> LAWS-1047	<del>Criminal Law</del>	<del>60.00</del>	<del>4.00</del>	
<del>Delete</del> LAWS-3043	<del>Real Estate Procedure-Adv</del>	<del>60.00</del>	<del>4.00</del>	
<del>Delete</del> LAWS-3019	<del>Landlord and Tenant Law</del>	<del>60.00</del>	<del>4.00</del>	
LAWS-3020	Legal Applications	45.00	3.00	
<i>Add: LAWS-5007 Commercial Transactions-Adv.</i>		60.00	4.00	

### Subrequirement: Gen Ed - Electives

Take 3 General Education Credits -

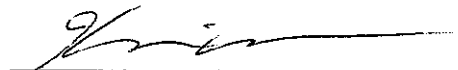
Normally taken in Level 4

### Subrequirement: Check Residency

Students Must Complete a Minimum of 21 of the Program

Credits at Fanshawe to meet the Residency Requirement and

Graduate from this Program.

  
Approved By Chair/Manager:

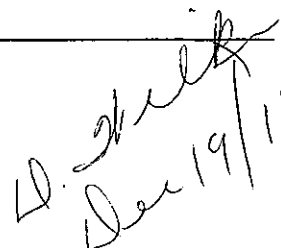
  
Approved by Dean:

General Education Approved By(as appropriate):

*ITP Nov. 29/11*  
Department and Date:

*Nov. 30, 2011*  
Date:

Date:

  
*Dec 19/11*